

# BEAL CITY PUBLIC SCHOOLS

## DISTRICT TECHNOLOGY PLAN

JULY 1, 2011 THROUGH JUNE 30, 2014

[WWW.BEALCITYSCHOOLS.NET](http://WWW.BEALCITYSCHOOLS.NET)



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# BEAL CITY PUBLIC SCHOOLS TECHNOLOGY PLAN SUMMARY SHEET

*MDE Technology Planning Web Site:*  
<http://techplan.org>

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<b>Years covered by this plan: 2011-2014</b>		

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# BEAL CITY PUBLIC SCHOOL DISTRICT

## District Profile

- Serving the community of Beal City
- Student Population: 635

## School Buildings

- *Carl D. Mayes Elementary*  
3180 W. Beal City Rd.  
Mt. Pleasant, MI 48858
- *Beal City Junior/Senior High School*  
3180 W. Beal City Rd.  
Mt. Pleasant, MI 48858

## District Mission Statement

*Beal City Schools, in harmony with the home and community, will educate our children in a positive learning environment that meets individual needs and goals in order that all students successfully function in an ever-changing global society.*

# BEAL CITY PUBLIC SCHOOLS TECHNOLOGY PLAN INTRODUCTION

**DATE: JULY 2011**

## **Technology Planning Background:**

In the Spring of 1998, a district Technology Director was brought on to manage the district's growing technology needs. A technology committee was created with representatives from the school and community to create a long-term district technology plan. This plan outlined the direction that the district was taking regarding the implementation of technology hardware and the integration of technology into the curriculum. In the Spring of 1999, Beal City High School was chosen as one of the "Top 100 Wired High Schools" in America. This was based on the number of internet-capable computers per 100 students and other factors such as use of CD-ROM's, digital cameras and an interactive television classroom. This award has encouraged the district to pursue other technological advances such as a Distance Learning room, SMART Boards in classrooms and wireless computer labs. The committee is now focusing on what we can do as a district to keep on the leading edge of technology. We hope that the strategies we have laid out in this plan can help us complete the goals we have set for ourselves, our staff and our students.

## **District technology vision/mission statement:**

Beal City Public Schools will educate our children in a technologically advanced environment that meets needs and goals in order that all students successfully function in an ever-changing technical society.

## **How the technology plan ties in with the district mission and school improvement plan:**

Technology is changing so rapidly that it seems at times it is impossible to keep up. We are doing our best to ensure that our students have the best possible preparation we they leave Beal City Public Schools. A line in our mission statement says that we want our students to function in an "ever-changing global society". In order for our students to do this, we must provide them with the curriculum and the hardware to become comfortable with technology in society.

### Major goals of the technology plan:

- *To provide our staff and students with and infrastructure that facilitates learning through the use of technology.*
- *To provide professional development opportunities that will assist them with integrating available technologies into the curriculum*
- *To provide our staff and students with ongoing support of district technology resources*

### Goals for district teachers and students

- *Staff and students will be able to demonstrate the effective use of technology to complete tasks efficiently*
- *Staff will have the knowledge to integrate technology into everyday curricular activities*
- *Staff and students will have the opportunity to use technology in all curricular areas*

### Evaluation:

In creating this plan, it was understood how rapidly technology changes. It was also understood that this plan was not to be set in stone, it must be flexible to adapt to changes in hardware, software and curriculum.

Our goals will be evaluated to make sure they are still appropriate and fit the district's needs. Timelines will be assessed and adjusted to remain effective. Professional development opportunities will be evaluated by assessing staff competencies and conducting technology surveys of staff and students.

### How will your district monitor and evaluate the technology plan (overview):

The plan will be evaluated annually by the district technology team. Goals, timelines and professional development opportunities will be assessed and evaluated at that time. Changes will be made as necessary to keep the plan current and effective.

# CONSORTIUM ACKNOWLEDGMENT

## Mid Michigan Network for Educational Telecommunications (MMNET)

The mission of the Middle Michigan Network for Educational Telecommunications is to provide exemplary voice, video and data services to insure access to global information, enhance student learning and prepare our communities for the 21st century. Beal City Public Schools is one of the founding members of MMNET

Consortium Members	Contact Person
• <i>Beal City Public Schools</i>	• <i>Joe Judge, Director of Technology</i>
• <i>Breckenridge Community Schools</i>	• <i>Sean McNatt, Superintendent</i>
• <i>Clinton County RESA</i>	• <i>Larry Lloyd, Superintendent</i>
• <i>Central Montcalm Public Schools</i>	• <i>Jake Helms, Superintendent</i>
• <i>Dewitt Public Schools</i>	• <i>John Deiter, Superintendent</i>
• <i>Fulton Community Schools</i>	• <i>Daymond Grifka, Superintendent</i>
• <i>Gratiot-Isabella RESD</i>	• <i>Jan Amsterburg, Superintendent</i>
• <i>Ovid-Elsie Public Schools</i>	• <i>Dr. Ryan Cunningham, Superintendent</i>
• <i>St. Johns Public Schools</i>	• <i>Ken Ladouceur, Superintendent</i>
• <i>St. Louis Public Schools</i>	• <i>Jo Spry, Superintendent</i>

## TECHNOLOGY PLANNING TEAM

<b>Name:</b>	<b>Position:</b>
• <i>Joe Judge</i>	Director of Technology
• <i>William Chilman IV</i>	Superintendent
• <i>Jeff Jackson</i>	High School Principal
• <i>Diane Saltarelli</i>	Elementary Principal
• <i>Denise McBride</i>	School Board Member/Parent
• <i>Rod Cole</i>	School Board Member/Parent
• <i>Ed VanAvery</i>	School Board Member/Parent
• <i>Scott Leppert</i>	High School BST Teacher
• <i>Jen Courtright</i>	Second Grade Teacher
• <i>Katie Pickler</i>	Kindergarten Teacher
• <i>Brenda Rau</i>	District Media Specialist

## INFRASTRUCTURE

### AN INFRASTRUCTURE WHICH SUPPORTS THE DISTRICT MISSION, GOALS AND STRATEGIES

Schools serve diverse uses and functions. They need flexible designs to accommodate these different activities and they must be durable enough to stand up to continuous use. Historically, American school buildings are used for 50-60 years. Facilities we build today should be capable of serving viable, functioning institutions in the year 2055.

School districts need to consider the infrastructure carefully during the technology planning stage. Relentless technological change is now a basic fact of school technology planning. We can plan strategically, and build for the continued evolution of technology through innovative architectural design based on flexibility, diversity and expansion.

## The Beal City Public Schools Computer Network.

The backbone for the district network is a 100mbs switched ethernet network that connects every room in the building. This network was upgraded in 2007 to increase the speed and security of the network. The district has a fiber optic connection to the Gratiot-Isabella RESD which provides our high speed internet, payroll/student management package and our interactive television service. All equipment used in the district is compatible. Beal City Public Schools uses Compaq, HP and Daktech computers, HP printers and HP switches and hubs. Two Novell 6.0 servers provide account management, printer services, network storage and IP addressing services. In 2007, a Pinnacle server was added to our district to provide parents with real-time grades and attendance for their students. Parents can log on to our secure site to check grades and attendance and can also choose to have the system email them when changes occur. Our interactive television classroom was removed in the Spring of 2008. In 2010 the room was converted to a distance learning classroom with the installation of a Polycom® HD unit that provides a real-time to remote locations all over the world. The room is used for virtual field trips, meetings, conferences and also serves as a twenty-two station computer lab. Our internet service provider is Merit who provides internet access at 155 mbs. This internet access is protected by a secure firewall and filtered for inappropriate content. Every classroom has at least one workstation. A thirty station computer lab services our High School and Junior High BST classes and is also made available to classes on a check-out basis. Our Junior High has a ten station modular technology lab that is part of our middle school curriculum. Our Elementary uses a 28 station computer lab to deliver computer curriculum to our students K-6. Our Media Center has twenty-six workstations available to students and staff. Four wireless computer labs, totaling 104 laptops with network and internet access are also available to classroom teachers on a check out basis.



# **CURRICULUM INTEGRATION**

## **CURRICULUM**

Beal City Public Schools are in the process of designing a new K-12 technology curriculum. Staff from all curricular areas will meet to discuss the integration of technology across the entire curriculum. The new curriculum will take into account all of the Michigan and National Educational Technology Standards. We will also take into consideration the portion of the No Child Left Behind Act known as the 'Enhancing Education Through Technology Act of 2001' and its goal "To assist every student in crossing the digital divide by ensuring that every student is technologically literate by the time the student finishes the eighth grade, regardless of the student's race, ethnicity, gender, family income, geographic location, or disability."

The curriculum will be monitored and accessed to ensure proper implementation and use. If during this evaluation process it is found that the current format is not meeting the educational needs, it will be revised and updated in order to do so.

## **COLLABORATIONS**

One of the many trends in education today is the increasing reliance on technology as a teaching and management tool. Computers and improved telecommunications have created new and unique opportunities for teaching and learning. We know that technology will help assure equity of access for learners as it becomes easier to match tools to the unique learning needs of students.

As important, technology can enhance the operation of schools and offer more choices to students. Technology has turned out to be a major focus for educational service agencies across the state and nation. Collaboration with other service providers, business and industry are important in order to enrich technology resources in our schools and enhance learning for all.

Our district became a founding member of the Middle Michigan Network for Educational Telecommunications (MMNET). The focus of this group is to provide high quality voice, video and data services. From MMNET we receive content filtered high speed internet access and Interactive Television services.

## **PROFESSIONAL DEVELOPMENT**

### **GOALS OF BEAL CITY SCHOOLS PROFESSIONAL DEVELOPMENT PLAN:**

- **IMPROVE STAFF COMPETENCE AND CONFIDENCE WITH TECHNOLOGY**
- **FACILITATE INTEGRATION OF TECHNOLOGY INTO CURRICULUM**
- **INCREASE ETHICAL AWARENESS**

## **TECHNICAL ASSISTANCE**

### **TECHNICAL SUPPORT**

Beal City Public Schools employs a full time Technology Director certified in Novell Network Administration. This position provides one-to-one support for staff members and administration as well as service for hardware and software related issues. A work order process has been established to notify the Director of technology related problems. This position also handles technology related issues such as technology planning, USF procedures, grant writing and all State reporting. Support for our student grading and attendance package is provided by the Gratiot/Isabella RESD.

## **SUPPORTING RESOURCES**

Beal City Public Schools with the full support of our School Board of Education is committed to provide all of the services necessary to deliver a technology integrated curriculum to our students. The action plan on the following page describes the resources that will be made available for this purpose

# PROJECTED COSTS

## TECHNOLOGY BUDGET - PROJECTED COST

### Beal City Public Schools Projected Expenditures

<u>Expenditures</u>	<u>Fiscal Year</u> <u>11/12</u>	<u>Fiscal Year</u> <u>12/13</u>	<u>Fiscal Year</u> <u>13/14</u>
Salaries	\$ 57,494.00	\$ 57,494.00	\$ 58,905.00
Benefits	\$19,656.00	\$ 17,691.00	\$ 17,691.00
Professional Development	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00
Internet Access	\$ 7,500.00	\$ 15,000.00	\$ 15,000.00
Supplies and Materials	\$ 500.00	\$ 500.00	\$ 500.00
Equipment/Replacement	\$ 5,000.00	\$ 30,000.00	\$ 10,000.00
Software Licensing	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
<b>Total Expenditures</b>	<u>\$101,650.00</u>	<u>\$129,685.00</u>	<u>\$111,096.00</u>

## Coordination of Resources

### Funding Plan

Although the majority of funding comes from the district's general fund, many opportunities have arisen for funding technology. Federal and State grants along with Universal Service Fund dollars have provided many avenues for obtaining technology money. Locally, we are fortunate to have the Saginaw Chippewa Indian Tribe who allocates 2% of their profits to government agencies semi-annually. This district has been fortunate enough to receive over \$400,000 in technology funding from the Saginaw Chippewa Tribe. Knowing that these dollars may not always be available, we do not consider this money into our planning.

### Technology Budget – Projected Costs 2011-2012 School Year

Item	Local District	Grants	Donations	Other
Salaries	57,494			
Benefits	19,656			
License Fees	6,500			
Professional Dev.	5,000			
Internet Access	7,500			
Supplies	500			
Equipment Purchases	5,000			

### Technology Budget – Projected Costs 2012-2013 School Year

Item	Local District	Grants	Donations	Other
Salaries	57,494			
Benefits	17,691			
License Fees	6,500			
Professional Dev.	2,500			
Internet Access	7,500			
Supplies	500			
Equipment Purchases	30,000			

## Technology Budget – Projected Costs 2013-2014 School Year

Item	Local District	Grants	Donations	Other
Salaries	58,905			
Benefits	17,691			
License Fees	6500			
Professional Dev.	2500			
Internet Access	7,500			
Supplies	500			
Equipment Purchases	10,000			

## EVALUATION OF PROGRESS EVALUATION PLAN

Using district goals and the NETS performance indicators, an assessment tool will be developed to evaluate the progress teachers and students have made in achieving goals for technology integration and for meeting the National Education Technology Standards. Teachers, parents and administrators will be given time annually to evaluate progress and analyze the results. Each building will then develop strategies for meeting goals not achieved. District and building administrators who are responsible for implementing the evaluations will consolidate these strategies. The new strategies will be included in an updated technology plan.

# ACCEPTABLE USE POLICY

## Beal City Public Schools (BCPS) Acceptable Use Policy

### Access to Accounts

All users are encouraged to make use of the school's facilities in pursuit of their academic goals, but are asked to remember that an INTERNET account is a privilege, not a right offered each academic year to the following:

1. All BCPS students approved by their parents.
2. All BCPS students approved by the building principals and/or network administrator.

#### Usage Guidelines

The INTERNET account holder is held responsible for his/her actions and activity with his/her account. Unacceptable uses of network resources are reported to the Network Administrator and Building Principal and will result in restrictions or suspensions of these privileges. Repeat violators will also be subject to further disciplinary actions such as Saturdays and/or out of school suspensions. Some examples of unacceptable uses are:

1. Using the network for illegal activity, including violation of copyright or other contracts;
2. Using the network for financial or commercial gain;
3. Degrading or disrupting equipment, software or system performance;
4. Vandalizing the data of another user;
5. Wastefully using finite resources;
6. Gaining unauthorized access to resources or entities;
7. Invading the privacy of individuals;
8. Using an account owned by another user or allowing another user to use your account;
9. Posting personal communications without the original author's consent;
10. Posting anonymous messages;
11. Downloading, promoting links to, or the storing and/or printing of files or messages that are profane, pornographic, obscene, that use language that offends or tends to degrade others or that encourage criminal activity;
12. Transmitting, executing, promoting links to, or storing malicious, threatening, or abusive programs or material;
13. Downloading, executing, or storing programs from the INTERNET on network drives or network directories. This includes files that end with the extension of .exe, .bat, .zip or .com;
14. Violating the Content Guidelines as outlined below;
15. If a student inadvertently accesses and inappropriate site, (See 11 above) the student must immediately report this to the responsible teacher. This is necessary to update protective software packages. (Note: This provision is not intended to excuse continued misuse by students.)

### Content Guidelines

Students, as part of a valid classroom assignment, may be allowed to produce materials for electronic publications on the INTERNET. Teachers and the Network Administrator may monitor these materials to ensure compliance with content standards. The content of student materials is constrained by the following restrictions:

1. No personal information about a student will be allowed. This includes home telephone numbers and addresses as well as information regarding the specific location of any student at any given time.
2. All student works must be signed with the students full name.
3. Individuals in pictures, movies or sound recordings may be identified by initials. Absolutely no first or last names may appear in reference to individuals in any image, movie or sound recording.
4. No text, image, movie or sound that contains pornography, profanity, obscenity, or language that offends or tends to degrade others will be allowed.

## **Beal City Public Schools Internet Consent and Waiver Form**

- Teachers, administrators, parents, guardians, and students share the responsibility of appropriate use of the internet.
- By signing the *BCPS Internet Consent and Waiver Form*, the student and his/her parent(s) or guardian(s) agree to abide by the restrictions outlined in this policy. The student and his/her parent(s) or guardian(s) should discuss these rights and responsibilities. Parent(s) and guardian(s) of minors are responsible for setting and conveying the standards that their child or ward should follow.
- To that end, BCPS supports and respects each family's right to decide whether or not to apply for Internet access.
- BCPS makes no warranties with respect to the Internet service or content. Further, the student and his/her parent(s) or guardian(s) should be aware that BCPS does not have control over the full range of information available. Other sites accessible via the internet may contain material that is illegal, obscene, profane, pornographic, defamatory, inaccurate, or potentially offensive to some people.
- E-mail forwarded to BCPS network servers or workstations become the property of BCPS and may be monitored to ensure that content falls within the Usage and Content Guidelines.
- I agree to abide by the above agreement

**I have read the above agreement with my child and understand my child can lose their privileges if they break this agreement.**

## COMMUNICATIONS / PUBLIC RELATIONS

### Communications

Our community is very involved in what goes on with the school district. We do our best to provide them with as much information as we can and in as many ways as we can. Our district puts out a monthly newsletter, *The Aggie Express*, to keep the community up to date on what's happening. When the district receives new technology, an article is written for the newsletter that describes what we have acquired. Beal City also maintains a district web site with all the current information on it. Weekly updates are given to the School Board members so that they are able to convey information to the community members. A monthly update is also given to the staff to ensure that they stay current on school technology.

### Public Relations

At Beal City, we try to keep the community involved in changes at the school. At our school open house, we demonstrate new technologies to parents and students so they stay informed on what's happening at our district. We are currently looking into offering classes on basic computer usage to community members. Within our district there is a private catholic school. We are currently offering the use of our technology and professional development to the staff and students of that school.